

**Town of East Kingston, NH  
Selectmen's Public Meeting Minutes  
Monday, April 27, 2009**

**7:00PM: Adam Mazur, Fire Chief Sam Richard, and Regional Forest Ranger District 13, John Dodge  
7:15PM: Michael Benjamin  
7:30PM: Stephanie Beane**

**ATTENDING: Selectmen Matthew B. Dworman, Richard S. Poelaert & David R. Pendell, Jr.**

**Others Attending: Fire Chief Sam Richard, Regional Forest Ranger John Dodge, Adam & Pat Mazur, Carol Freeman, Joey Freeman, Duncan MacLeod, Gary Hinz, Michael Benjamin & Joanne Dworman.**

**Chairman Dworman called this Selectmen's Public Meeting to order at 6:30PM, taping it.**

**MINUTES:** The Board reviewed the Selectmen's Public & Non Public Meeting Minutes dated 4/13/09. Mr. Poelaert **MOTIONED** to approve the Public meeting minutes as written. Chair Dworman seconded. Motion carried 2-0. (Pendell abstained; he did not attend the meeting).

Mr. Poelaert **MOTIONED** to approve the Non-Public meeting minutes as written. Chair Dworman seconded. Motion carried 2-0. (Pendell abstained; he did not attend the meeting).

**REGISTER:** The Board reviewed the check register. Mr. Pendell **MOTIONED** to approve and sign the check register dated 4/15-4/17/2009 in the amount of \$82,827.91. Chair Dworman seconded. Motion carried 3-0.

**EXEMPTION:** The Board reviewed a veterans' exemption submitted by Thomas Brownlie, 27 Andrews Lane. It was noted all of the necessary criteria has been met. Chair Dworman **MOTIONED** to approve and sign the application for a \$500 veterans' exemption for MBL #14-04-11. Mr. Poelaert seconded. Motion carried 3-0.

**APPOINTMENT:** The Board acknowledged a recommendation from the Planning Board's meeting of April 16, 2009, to appoint David F. Sullivan as a Rockingham Planning Commissioner for a four-year term.

Mr. Poelaert **MOTIONED** to appoint David F. Sullivan, based on the Planning Board's recommendation, as Rockingham Planning Commissioner for a 4-year term through 3/31/2013, along with a letter to the Rockingham Planning Commission informing them of the appointment. Mr. Pendell seconded. Motion carried 3-0.

**WARRANTY DEED:** The Board reviewed a warranty deed for Sullivan Drive. With the passage of Warrant Article #26, at Town Meeting held on March 11, 2009, the deed has been prepared to transfer the road from Franklin Park, LLC to the Town of East Kingston. Town Counsel has reviewed and approved the deed.

Chair Dworman **MOTIONED** to approve and sign the deed, as presented, noting it has been reviewed and approved by Town Counsel. Mr. Poelaert seconded. Motion carried 3-0.

The deed will be recorded at the Rockingham County Registry of Deeds, and the remaining funds from the original bond will be released.

**SPECIAL TOWN MEETING:** The Board reviewed the warrant, informational handout, and notice for a Special Town Meeting in accordance with SB-2, noting the first deliberative session will be held at the school at 7:00PM on Monday, May 4, 2009, and the second session (voting) will be held on Tuesday, June 9, 2009 between 8AM & 7PM.

Chair Dworman **MOTIONED** to approve and sign the warrant with the article as presented. Mr. Poelaert seconded. Motion carried 3-0.

Mr. Pendell **MOTIONED** to approve and sign the informational handout as presented. Mr. Poelaert seconded. Motion carried 3-0.

Chair Dworman read the entire handout for the audience. Discussion ensued regarding getting the information to the residents. Chair Dworman **MOTIONED** to mail a copy to each resident this week. Mr. Pendell seconded. Motion carried 3-0.

**LUCT:** The Board reviewed a land use change tax for MBL #14-04-03, noting with a recently approved lot line adjustment with MBL #14-04-02, the land is now disqualified for current use. The new acreage is part of the Union Cemetery; therefore, being Town owned land, the fee assessed is zero.

Mr. Pendell **MOTIONED** to approve and sign the land use change tax for MBL #14-03-03, for bookkeeping purposes, with no fee. Mr. Poelaert seconded. Motion carried 3-0.

**ABATEMENT:** The Board reviewed an abatement for MBL #08-02-19-04. Mr. Poelaert **MOTIONED** to approve and sign the abatement for 46 Cricket Hill Road, as presented, based on the recommendation of the assessors in the amount of \$104.78, including interest. Mr. Pendell seconded. Motion carried 3-0.

**DH/EO MEMO:** The Board reviewed a memo for distribution to the Department Heads & Elected Officials regarding operating on the default budget and notification of the upcoming scheduled Special Town Meeting.

Mr. Poelaert **MOTIONED** to approve the memo as written for distribution. Mr. Pendell seconded. Motion carried 3-0.

**CONSERVATION:** The Board acknowledged receipt of the Conservation Commission meeting minutes dated 2/9/09 and 3/09/09 for their review. The members also received an update on the status of the Town's conservation easements, noting all but \$330,000+/- has been expended of the original four million approved, (at Town Meeting 2003, Warrant Article #7).

**PLANNING BOARD:** The Board acknowledged receipt of the Planning Board meeting minutes dated 4/16/09 for their review.

**ZBA:** The Board acknowledged the ZBA met on 4/23/09 and issued a Notice of Decision denying a variance for the cell tower, per the decision of the court. The Decision was filed with the court on 4/24/09.

**SAFETY COMMITTEE:** The Board acknowledged receipt of the Safety Committee meeting minutes dated 4/14/09 for their review.

**RECREATION COMMITTEE:** The Recreation Committee Chair had asked David Pendell to add a link to the Town's official website for the Recreation Committee. The website has put up the link.

**TOWN HALL:** It was noted the Town Hall was reopened for April 15<sup>th</sup>, after being closed for the winter months.

**RUBBISH REMOVAL CONTRACT:** The Town posted for letters of interest from residents wanting to participate on a Solid Waste & Recycling Contract committee for the Town. The Selectmen's Office received

letters of interest from Amy MacDonald, Teresa Pendell, Duncan MacLeod, Ron Morales, and Rob Caron, who has offered to Chair the Committee.

Chair Dworman **MOTIONED** to appoint Amy MacDonald, Teresa Pendell, Duncan MacLeod, Ron Morales, and Rob Caron to the committee. Mr. Pendell seconded. Motion carried 3-0.

Chair Dworman and Mr. Pendell also agreed to have the committee members choose the Chair of the Committee.

Mr. MacLeod suggested the committee members meet with the Board of Selectmen to discuss parameters. The Board of Selectmen agreed to invite the committee members to their next meeting (5/11/09). The Adm. Asst. will notify the committee members.

**CALENDAR:** The following dates were noted: 4/30 Accounts payable and payroll processing and dog licenses due, 5/4 Deliberative session, 5/18 Furniture Pick Up day, 5/25 Memorial Day holiday observed, 5/26 Selectmen's Meeting, & 6/9 Special Town Meeting at EKES. Mr. Pendell noted he would be arriving late for the Selectmen's 5/26 meeting.

**FIRE DEPT.:** Fire Chief Sam Richard, Adam Mazur, and Capt. John Dodge met with the Board of Selectmen at 7:00PM.

The Board members discussed going into a non-public session under RSA 91-A-3, II: para. (a) or (c). Fire Chief Richard explained the items to be addressed. Ms. Gallant read the options, noting both have a clause stating the person can request the meeting to be open. Mr. Adam Mazur requested the meeting be open, and the Board members agreed. The audience returned to the meeting.

Fire Chief Sam Richard informed the Board members this is his 3<sup>rd</sup> attempt to add more Deputy Forest Fire Wardens to the current list, for the purpose of being able to issue burn permits, to keep up with the requests, especially over the weekend for residents who would like to burn.

Fire Chief Richard stated at the 3/30/09 Selectmen's meeting, he requested more assistance with issuing burn permits. He stated currently Adam Mazur, Forest Fire Warden, Captain Matthew Gallant, Roland Estabrook, and himself (Sam Richard) are issuing agents of burn permits. People in Town usually want to burn on the weekends and they need burn permits. There is not always someone available to respond to the calls at the station.

Mr. Estabrook is back from spending the winter in Florida, and has agreed to continue to issue permits only. Mr. Adam Mazur goes away to his camp on weekends and is not always available. Matt and himself are not always at the station over the weekend to receive all the calls.

The Fire Dept. wants to be able to respond in a timely manner to the requests of the residents. They need assistance. It is a burden on Matt and himself to keep up with it. He added people in Town are frustrated with no one around to issue a permit.

Fire Chief Richard noted Captain Ed Warren has previously been a Forest Warden and he is seeking the additional appointments of him (Ed Warren) and his 3 lieutenants, Ed Decatur, John Daniels and Sarah Gallant to be permit issuing agents, with the authority to issue burn permits only.

It was noted both the Captain (Matt Gallant) and the Fire Chief (Sam Richard) currently have the authority.

Per the Board's request, Fire Chief Richard scheduled a meeting for last Thursday, at 10:00AM, with Adam Mazur, along with District 13 Forest Ranger Captain John Dodge, in attendance. They discussed their ongoing disagreements.

It was noted in November of 2008, Mr. Dodge said it is common practice to have fire departments name their officers as Deputies (Deputy Forest Fire Wardens).

At the meeting (last Thursday), Mr. Adam Mazur agreed to appoint Ed Warren as a Deputy Fire Warden, based upon a previous letter proving he was already a Deputy in the past. (Mr. Dodge agreed it was 1993, 1994 and 1995).

Mr. Adam Mazur also agreed to appoint "Rick" Daniels, but he continues to refuse to appoint the fire department's other two lieutenants (Sarah and Ed).

Fire Chief Richard informed the Board he has set up a training session with Capt. Dodge for June 30, and Sarah & Ed have agreed to attend. He added that he thinks it is a great idea to conduct the training. He further added he has two issues. One is the State is very slow in preparing the paperwork, it usually takes 3-4 months, and he has been trying since last fall. It just takes too long. He thinks it is a problem to submit them if we have to wait until after the training is held. Fire Chief Richard suggested signing all the appointments now and get the process started, and then have the trainings. He does not want to delay any longer.

Fire Chief Richard asked Capt. Dodge whether this is a special training that he is requesting, or if it is standard warden training to be held. Capt. Dodge responded they have held training throughout the district the last couple of years.

Chair Dworman asked Adam Mazur what his thoughts are. Mr. Mazur responded he has been on the fire department for 35-40 years, and has been through thick & thin. The reason why he doesn't want to appoint them is one, for lack of training. He stated Ed Warren was a Deputy Fire Warden, and he confirmed with Capt. Dodge, who agreed he was a Deputy in 1993, 1994 & 1995; he said he had no problem with appointing him back on as a Deputy Fire Warden.

Regarding "Rick" Daniels, he also has no problem. He can act superbly at a fire scene and he is okay with him issuing permits. He agreed to sign the appointment. He added he would not allow the issuance of permits until all the paperwork is completed (by the State).

He stated he has a problem with too many people writing permits. He referenced when Jim Davis was Fire Chief, and it became a problem, and this is a small Town of 2,100.

He added that residents can ask for a burn permit all week long and they can write permits Monday – Friday. He further stated that there is no need to wait until Saturday or Sunday, and want their permit on the spot.

Mr. Mazur stated he does not write them out ahead of time. You need knowledge. He said Sarah & Ed need training to learn that knowledge.

Chair Dworman suggested doing the paperwork now, and get the training to fulfill the requirements.

Mr. Mazur responded we would see, it depends on how they handle themselves.

Mr. Pendell inquired if the paperwork is submitted, can any appointment be rescinded. Fire Chief Richard stated East Kingston's appointments are expiring 12/31/2009, and then they will be on a 3-year term.

Mr. Pendell suggested fill out the paperwork and attend the training. It was noted they serve the state appointment under the Forest Warden, not John Dodge.

Mr. Poelaert inquired about the pass/fail rate for the training. John Dodge responded most are dedicated and self motivated people. It is rare to remove someone. Usually they are mostly outstanding people in Town. They would be removed if they made a mistake under the law.

Mr. Adam Mazur informed the Board members of his own policy regarding the issuance of a burn permit. 1. cannot be too close to the building, 2. bad weather. He would pull their authority if they issued a permit.

He added he thinks there is more than enough people to write permits. He will sign the appointments after the two take the training.

Chair Dworman asked Adam Mazur if he would agree to make out the paperwork for Ed & Sarah after the class. Adam stated he has confidence in Rick's ability and stated he thinks he is well qualified.

Fire Chief Richard stated he would still like to push for Ed & Sarah. He has confidence in their abilities. He wants to submit their paperwork now, versus waiting until after the training to help speed up the process. He has a big concern with the backlog, and doesn't need the headache as he is steering away from problems.

It was noted Adam Mazur is the Forest Fire Warden, Sam Richard, Matt Gallant and Roland Estabrook are Deputy Forest Fire Wardens, and Adam Mazur has agreed to submit paperwork for Ed Warren and "Rick" Daniels as additional Deputy Forest Fire Wardens.

Chair Dworman asked Adam Mazur if Sarah and Ed successfully complete the training would he appoint them?

It was acknowledged that there is a backlog of paperwork to be completed.

It was also noted the paperwork must be signed by the Warden, the Ranger, and the Board of Selectmen.

At 7:30PM, Mr. Pendell **MOTIONED** to appoint Ed Warren and (John) "Rick" Daniels as Deputy Forest Fire Wardens. It was noted Adam Mazur signed the appointments on 4/26/09. Mr. Poelaert seconded. Motion carried 3-0.

Fire Chief Sam Richard stated there has been some confusion and disagreement, with two points of view on the forestry truck. He stated the Town purchased the forestry truck and that Adam, as the Forest Fire Warden, has been adamant about the way the truck was designed and the way it was put together.

Fire Chief Richard stated he believes the truck is under the control of the Town, as it was a Warrant Article (approved at Town Meeting by the voters) for the East Kingston Fire Dept. He added it has no mention of any authority to the Forest Fire Warden.

Discussion ensued with the reading of RSA's from Capt. John Dodge and Fire Chief Sam Richard. Fire Chief Richard stated the Fire Chief has the authority over all fire department equipment.

Fire Chief Richard added town counsel had also provided clarification, stating no authority has been delegated to the Forest Fire Warden. It was acknowledged, however, that a Forest Fire Warden may ask for assistance, but cannot interfere with the authority.

John Dodge responded that he disagreed, that it is different between Chiefs of Cities and Chiefs of Towns.

John Dodge and Sam Richard read from RSA's 154 and 227.

Fire Chief Sam Richard asked that Mr. Adam Mazur be asked to stop being demanding. He explained an example.

Fire Chief Richard stated the forestry truck was bought and paid for by the Town, it is maintained and driven by the Town, and it is registered and insured by the Town. He added it doesn't matter, we should be able to work together and he just wants to see his (Adam's) demands on Town equipment stopped.

Adam Mazur responded he asked Matthew Gallant about the stainless steel tank, and Matt responded he threw them out. Adam stated he wanted to know about the Indian Water Tanks on the truck. Adam added he was on the committee who spec'd out the truck for the Town. He added he does not know where he (Sam Richard) is coming up with this. He said he did not demand. When the time came, Matt Gallant said he would, and he did. He didn't demand, he asked him politely.

Capt. Dodge stated the Fire Chief has jurisdiction, and only in wild fire situations or a wild land emergency, then it is the Forest Fire Warden. Capt. Dodge added when it is a wild fire call, the Forest Warden is a state employee, not a Town employee. Fire Chief Sam Richard responded he was aware of that.

Fire Chief Sam Richard stated on 9/2/08 he had Adam come look at the new forestry truck. Adam and Sam took a ride in the new vehicle upon its delivery. On 3/21/09 at an illegal burn on East Road, Adam attended and asked Matt Gallant where the Indian Pump cans were three to four times. Matt replied Alan Mazur had told him to throw them out when he was Fire Chief. Fire Chief Sam Richard stated he wants Adam to quit demanding, and to be respectful to Matt.

Fire Chief Sam Richard stated he is advising the Board of Selectmen that he has a problem with Adam regarding the control and authority of Town owned property. He understands that obviously the equipment would be available to assist the Forest Fire Warden for any wild land fires.

Chair Dworman stated if it is a wild land fire, the Forest Fire Warden has the authority, and any other calls the Fire Chief has the direction and control of. He added they need to work in unison. Adam replied the truck is fine. Fire Chief Sam Richard stated there should be thanks to Matt Gallant for setting the truck up.

Adam Mazur added the chassis is real nice. Andy Conti, himself, Alan Mazur, Matt Gallant, and Ed Decatur were on the committee to spec out the truck.

Adam added the back panel valves were supposed to be out on the back, that is the only thing different; the rest of the truck is fine.

Fire Chief Sam Richard stated he had one more thing. He wanted to address a letter of termination. Fire Chief Sam Richard stated new policy and procedures were approved in Dec. 2008 by the Board of Selectmen (for the Fire Dept.). Adam and 3 other people were not at a meeting held to discuss the new policy and procedures, so they were presented the info. via certified mail. Fire Chief Richard stated it is policy to attend training to maintain continued employment. He added Pat Mazur notified him verbally that she would resign as of 12/31/08 after the Santa ride around, and he thanked her for that. He further added that he has had no response from Adam. In December of 2008, everyone was very busy with the ice storm, so he did not address this issue with the Board of Selectmen at that time. Here it is the end of April, and he still has no response from Adam. He is not fulfilling his obligations to remain on the department, and has not agreed to follow the policy and procedures. In the last 15 months, he has attended one incident call number 2008-61, he has responded once; the other 5-6 calls were brush fires or illegal fires whereby he responded as a Forest Fire Warden, not as a fire fighter for the department.

He has not fulfilled the participation, and refuses to attend any training. He stated he feels that he has given him more than enough time. He (Adam) still believes he is on the department.

Fire Chief Richard would like to get any gear issued to him back to give to someone who will participate. Adam Mazur asked if he could respond to that. He said that there are all kinds of liabilities. He stated regarding the letters, he received the first one, but did not get the second one. Fire Chief Richard showed the return receipt slip that showed Adam Mazur signed for it.

It was acknowledged that the Board of Selectmen at the time of the adoption of the policy and procedures was Dick Poelaert, Robert Caron, and David Pendell. It was further acknowledged that the letter went to Matthew Dworman and he agreed to the policy and procedures and signed it.

Adam Mazur stated the Board of Selectmen are doing the job to the best of their abilities, but they don't know much about stuff pertaining to fire service.

Joanne Dworman asked Adam Mazur how long he had been on the department? Adam responded, I don't know, 30-40 years. Joanne Dworman stated that she thinks he should be grandfathered in, and should be on the department as long as he wants. Fire Chief Richard stated that there are liability issues. He believes there needs to be continued training. You need a sufficient amount of training, 12-15 times a year, to keep your skills up.

Fire Chief Richard asked why he should be on the roster if he is not going to be an asset to us?

Adam Mazur asked where is the folder that had all his certifications when Alan was Fire Chief?

*(Adam stated he has had no training in the last 20 years and someone threw out the folder.) At the 5/11/09 meeting, Chair Dworman questioned this statement. David Pendell offered to strike the line and Matt agreed. Mr. Poelaert was absent. Meeting minutes approved as amended.*

Mr. Pendell stated he supported the policies in this very seat last year. The SOP's (standard operating policy & procedures) include guidelines for training, to keep the Town's liability at a minimum.

Mr. Pendell further stated that he understands the situation with the former Fire Chief Alan being his son. He said we need to bury the hatchet and get back together, to get over it.

Mr. Pendell asked Adam do you agree there should be an amount of training? Adam responded there needs to be training all the time.

Adam Mazur said Sam is permanent, and the rest of the department is volunteers. In order to go to a fire, #1 is safety. He added over the years, he has gained knowledge and experience. He added you can't do it by the Fire Chief's rules.

Chair Dworman asked Adam if he wanted to be on the department, and Adam responded, yes I do. Chair Dworman asked if he could increase his attendance at training. Adam Mazur responded #1 is his family, #2 is his business, and #3 is the fire department.

Fire Chief Richard asked for a deadline for Adam. He added, to date, he has not even looked at the new SCBA's and they are very different from the old ones.

Chair Dworman stated he thinks there are hard feelings and a personality conflict, but noted Adam has a lot of experience and would have a hard time seeing him go. He encouraged the level of activity be discussed between the Fire Chief and Adam. He would like to see Adam's attendance increase over time, as time heals the wounds.

Mr. Pendell agreed with Chair Dworman. It was noted you cannot have the opposite shown to the department. He would hate to lose his knowledge and experience, but to set an example; you need a minimum of attendance.

Mr. Pendell would like to see his participation increase and also asked him to address his concerns about the operating procedures to the Board in a letter.

Mr. Pendell stated he would play the other side of the fence, which he further stated he is good at it, and suggested that Fire Chief Richard attend EKFA meetings. He added he wants to understand all of Adam's concerns.

Pat Mazur added that they should be able to work together. Adam stated they need to do what is better for the fire department.

Chair Dworman suggested it be tabled until the next meeting to figure it out, as they are late for the next appointment.

Chair Dworman apologized to the 7:15PM appointment for going over and being late.

Adam Mazur inquired about the prior policy and procedures and Fire Chief Richard responded they were from 1992, they were null and void, and the new ones are in effect now.

Fire Chief Richard thanked the Board of Selectmen for taking the extra time, and apologized to the 7:15PM appointment, Mr. Benjamin.

**NONPUBLIC SESSION:** Chairman Dworman **MOTIONED** to go into a nonpublic session at 8:00PM under RSA 91-A-3, II: para. (b) The hiring of any person as a public employee. The Board was polled and the results of the poll were: Matthew B. Dworman – Yes, Richard S. Poelaert – Yes & David R. Pendell, Jr. – Yes.

The Board was polled and determined the divulgence of the information would render the proposed action ineffective and the information will be withheld from the public during the public meeting Minutes of April 27, 2009. The results of the poll were: Matthew B. Dworman – Yes, Richard S. Poelaert – Yes & David R. Pendell, Jr. – Yes.

Chairman Dworman **MOTIONED** to adjourn the Selectmen's Non-Public Meeting at 8:02PM. Mr. Pendell seconded. Motion carried 3-0.

Joey Freeman, Carol Freeman, Joanne Dworman, Duncan MacLeod and Gary Hinz returned to the meeting. Michael Benjamin, Fire Chief Richard, Pat & Adam Mazur did not.

At 8:02PM, Joanne Dworman, Duncan MacLeod and Gary Hinz remained in the audience.

**BEANE:** It was noted Stephanie Beane cancelled her appointment with the Board just prior to the opening of the meeting.

**EKFA:** Mr. Pendell wanted to update the Board with the plans the EK Fire Association has to renovate the kitchen on the upper floor of the fire station. He said he has a scaled drawing that will be presented at the Sunday meeting.

The EKFA may decide to move forward with kitchen renovations. They would like to at least convert the stove to gas and put in more outlets, as these deficiencies were noted during the severe ice storm in Dec. 2008. They

were not able to feed the Emergency Operations Center people. Mr. Poelaert agreed that they could not be served a decent meal. He witnessed someone eating cold lomein at 3AM. Mr. Poelaert inquired about renovating the kitchen at the Town Hall. He suggested renovating the kitchen at the Town Hall as it is used for ham and bean suppers, etc., vs. the fire station kitchen. Mr. Poelaert added if the Town Hall is not on the generator, it should be. It was further noted the Town Hall has a gas stove and a gas hot water heater.

Mr. Poelaert added the Town has a 99-year lease on the fire station. We are the tenants, and the EKFA is the landlord. The tenants have the right to make any changes and leave it at the end of the lease.

The EKFA will be discussing covering the costs to renovate the kitchen at the fire station.

Mr. Poelaert stated we should do what is best for the Town.

Mr. Pendell stated he just wanted to bring it up to make them aware of the plans.

In response to Mr. Poelaert's inquiry about plans to renovate the Foss Wasson Field, Mr. Pendell responded the Recreation Committee is on the May Planning Board agenda to discuss it.

**COMCAST:** Mr. Pendell informed the Board he just received today some paperwork from Comcast and has not had time to read it yet, but he is continuing to work with them on it, regarding a renewal contract. The current contract expires in 2011.

**MACLEOD:** Mr. Duncan MacLeod inquired if everyone had been informed of their default budget figure. He was informed that, yes, each department has been notified.

Mr. MacLeod asked if each dept. head has the authority to spend items in the budget that are not included in the default budget. He was informed that the Board of Selectmen would request any dept. head to meet with them to discuss any purchase not in their budget.

It was noted DRA would not allow any amount to be expended over the bottom line of the approved default budget without proper authorization through DRA.

It was further noted each department spends their budget responsibly. It was also acknowledged that the Board of Selectmen are kept informed on a monthly basis of each department's budget, expenditures to date, the remaining balance, and also by percentage. The Adm. Asst. monitors the budget expenditures and keeps the Board informed.

**DRAGON MOSQUITO:** Mr. Pendell stated that at the EK School Board meeting they agreed to allow Dragon Mosquito to spray the school grounds. The Adm. Asst. was asked to contact the School Board and get it in writing and inform Dragon Mosquito.

**HINZ:** Mr. Gary Hinz informed the Board members he is currently looking into renovating his kitchen and is looking at \$20,000+, so he thought renovating the Fire Station kitchen could be very costly.

Mr. Hinz inquired about how the position of liaison works between Mr. Pendell as a Selectman, and him on the Planning Board. Mr. Pendell stated he is the ex-officio from the Board of Selectmen to the Planning Board, and the other Board members receive the Planning Board meeting minutes to review to keep informed, as well as he can offer updates. He stated currently the Planning Board is looking into coordinating a meeting for a NH Charette discussion, but no date has been set yet. He added they are thinking of maybe in September. The Planning Board had applied for a grant to do a Charette, but did not get the grant. They will conduct a mini

charette, and would like to get the maximum participation to get everyone's input and see what suggestions come out of it. He thinks it is a good idea.

**MACLEOD:** At 8:25PM, Mr. MacLeod inquired about the Town's long range planning. Chair Dworman responded the Town has a CIP (Capital Improvements Plan) overseen by the Planning Board annually, and they also update the Master Plan of the Town.

Mr. Poelaert noted the Trustee of the Trust Funds is in charge of the funds for investments from the Capital Reserve Funds, etc.

It was further noted each department head meets individually with the Planning Board to discuss the long range plans for the department, and they (Planning Board) put it all together. Mr. MacLeod was informed that information on the Capital Reserve Funds and CIP can be found in the annual town report.

Mr. Macleod stated it has been in his craw ever since he has lived here, that he doesn't see how it is the Planning Board's duty. He suggested each department should have a capital reserve fund with their long range plans. He added he is trying to understand. He asked if a department has money not spent at the end of the year, do they go out and spend it or does it come back to the Town? He was informed that they do not go out and spend it all, they act responsibly, and each department head is responsible for their budget and capital reserve funds. It was further noted that the tax rate is determined by the actual expenditures, less the revenues, by the DRA in the fall.

At 8:35PM, Chair Dworman **MOTIONED** to adjourn this Selectmen's Public Meeting. Mr. Pendell seconded. Motion carried 3-0.

Respectfully submitted,

Deborah G. Gallant  
Administrative Assistant

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Matthew B. Dworman

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Richard S. Poelaert

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David R. Pendell, Jr.

